

Peter Brown

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March 22, 1998

Human Resources Director
TVSM, Inc.
309 Lakeside Drive
Horsham, PA 19044

To Whom It May Concern:

I am responding to your ad for a Copywriter/Proofreader in today's *Philadelphia Inquirer*..

For over a decade, I was the popular music critic for the *Welcomat* (now known as *Philadelphia Weekly*). I contributed a weekly column, plus other articles eventually rising to music editor and associate editor. During this time, I served the paper in several other capacities, being chief type-setter, copy editor and production manager.

Since leaving the *Welcomat*, I've been working as a temp primarily doing proofreading and editing for all kinds of businesses including financial institutions, law firms and advertising agencies. This included on-line work proofing the web-site of Vanguard Financial.

I have worked with Windows, Windows 95 and Macs, and a variety of programs including Microsoft Word, Word Perfect for Windows, Powerpoint and Lotus Word Pro and Lotus Approach.

My resume is attached.

Thank you for your consideration and I look forward to your response.

Sincerely,
Peter Brown
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Philadelphia, PA 19147
(215) 334-0431

Professional

Experience: Proofreader, *Philadelphia Forum*, June 1996 to January 1997.
Associate Editor, *The Welcomat*, Philadelphia, PA. June 1994 to October 1994.
Music Editor, *The Welcomat*, August 1993 to June 1994.

Columnist:

The Welcomat (now the *Philadelphia Weekly*), 1983 to October, 1994.
Big Shout Magazine (monthly), 1990 to 1992.
East Coast Rocker (now the *Aquarian Weekly*), February 1988 to November 1989.

Contributor:

The Philadelphia Inquirer
Fine Times Magazine
ElectriCity
WXPN Radioguide
Philadelphia Drummer
Sing Out! Magazine

Related

July 1993.
Experience: Production Manager: *The Welcomat*, November 1992 to July 1993.
Faculty Member: Philadelphia Music Foundation Seminar IV, 1991.

Disc Jockey/Programmer:
WXPN-FM, Philadelphia, PA (1976 to 1980)
WFMU-FM, East Orange, NJ (1967)

Inventory Control & Sales: Third Street Jazz & Rock,
Philadelphia, PA (1981 to 1982)

Manager of Record Department: Sam Goody, Inc.
Philadelphia, PA (1973 to 1975)

Reference:

John Lule
Chair of Journalism Department

Lehigh University
Building UC-29
Bethlehem, PA 18015
(610) 758-4177